

Bernalillo County
Office of Environmental Health
111 Union Square SE, Suite 300
Albuquerque, NM 87102
Phone (505) 314-0310
Fax (505) 314-0470



Individual Well Permit Application

Permit No. EHW _____
Receipt Number _____
Fee \$75.00
Application Complete ____ Yes ____ No
Reviewed by _____
Date _____

Applicant Information

Name _____ Phone Number _____
Mailing Address _____
City _____ State _____ Zip Code _____
Email _____ Fax Number _____

Property Owner Information

Check here if same as the applicant ☐

Name _____ Phone Number _____
Mailing Address _____
City _____ State _____ Zip Code _____
Email _____ Fax Number _____

If the property owner is not the applicant, a letter of authorization must be included with the application. The letter must provide authorization to the applicant to install an individual well on the land. The letter must include the signature of the property owner and the date of the signature.

Well Location Information

☐ Site plan drawn to scale included

Site Address _____
Legal Description _____
UPC _____
Zone Atlas Page _____ ☐ Zone atlas page attached Flood Zone _____
Is there a wastewater system on-site? ☐ Yes ☐ No
Wastewater Permit Number _____
Is public sewer available to the site? ☐ Yes ☐ No
If sewer is available, are all structures connected to the sewer? ☐ Yes ☐ No

Installer Information

Name _____
NMSEO License Number _____ Phone Number _____
Mailing Address _____
City _____ State _____ Zip Code _____
Email _____ Fax Number _____

New Mexico State Engineer Permit Information☐ Copy of the NMSEO permit included

NMSEO Permit Number _____

NMSEO Permit Conditions _____

Please note that all NMSEO permit conditions must be met before final approval will be granted.

Installation InformationProposed Well Use: ☐ Drinking Only ☐ Irrigation Only ☐ Both

Completion Depth _____ Casing Length Above Pad _____

Casing Diameter _____ Casing Type _____

Pump Type _____ Concrete Pad Size _____

Setback Distances

(Minimum Required Distance)

Well Of Different Ownership _____ (50 ft) Sewer Lines _____ (25 ft)

Property Line _____ (10 ft) Clay or Concrete Sewer _____ (100 ft)

Wastewater Septic Tanks, Wastewater Treatment Units, Wastewater Pump Basins _____ (50 ft)

Wastewater Disposal Fields _____ (100 ft) Wastewater Seepage Pits _____ (150 ft)

Community Wastewater System Disposal Fields _____ (200 ft)

Rivers, streams, irrigation canals and drains (lined or unlined), ponds, or other surface waters _____ (100 ft)

Arroyos and small man-made ditches for irrigation purposes infrequently carry water _____ (25 ft)

Animal Holding Areas, Corrals, Stables, Pens _____ (100 ft)

Note that lots that are zoned commercial or manufacturing, or lots with special use permits allowing those purposes, shall meet setback distances two (2) times the distance required above (Sec 42-545 B).

Required Attachments

- ☐ A copy of the NMSEO permit
- ☐ A site plan drawn to a scale of 1 inch equals 20 feet showing at the minimum:
 - The proposed location of the well on the lot
 - Drainage areas, Middle Rio Grande Conservancy District Ditches and Albuquerque Metropolitan Arroyo Flood Control Authority flood control areas within 100 feet of the well
 - Proof of compliance with the minimum setbacks in Table 1 of Ordinance 2005-19. This may require a depiction of properties beyond the lot boundaries.
 - Other wells currently in use or abandoned
 - Road easements, utility easements (including those used for shared wells), and road thoroughfares
- ☐ A copy of the Zone Atlas page with the property identified

The foregoing information and the attached documentation are true and correct to the best of my knowledge. I understand the issuing of this permit does not relieve me from the responsibility of complying with all regulations. Obtaining the permit does not relieve me from the responsibility of obtaining any permits required by State, County, or City regulations or ordinances or other requirements of State and Federal law.

Printed Name _____ Date _____

Signature _____